

**Eastern Illinois University**  
**New/Revised Course Proposal Format**  
(Approved by CAA on 4/3/14 and CGS on 4/15/14, Effective Fall 2014)

CGS Agenda Item: 19-22  
Effective Spring 2020

**Banner/Catalog Information (Coversheet)**

1. ☒ **New Course** or ☐ **Revision of Existing Course** (Previously submitted as SPE 4981)
2. **Course prefix and number:** ☐ SPE 4911 ☐
3. **Short title:** ☐ Internship \_\_\_\_\_
4. **Long title:** ☐ Internship \_\_\_\_\_
5. **Hours per week:** ☐ ARR ☐ Class ☐ ARR ☐ Lab ☐ 8 ☐ Credit
6. **Terms:** ☐ Fall ☐ Spring ☐ Summer ☒ On demand
7. **Initial term:** ☐ Fall ☒ Spring ☐ Summer Year: ☐ 2020 ☐
8. **Catalog course description:** ☐ A field experience to include full-time assignment to an established agency providing services to individuals with disabilities. Prerequisites: SPE 2000, 3000, 3100, 3200, 3201, 3600, 3700, 4600, 4700, and 4800 with a “C” or better with a cumulative grade point average of 2.5 or better. Co-requisites: SPE 4910 and SPE 4741 (3), Independent Study
9. **Course attributes:**

General education component: ☐ N/A \_\_\_\_\_  
☐ Cultural diversity ☐ Honors ☐ Writing centered ☐ Writing intensive ☐ Writing active

**10. Instructional delivery**

**Type of Course:**

☐ Lecture ☐ Lab ☐ Lecture/lab combined ☐ Independent study/research  
☒ Internship ☐ Performance ☐ Practicum/clinical ☐ Other, specify: \_\_\_\_\_

**Mode(s) of Delivery:**

☒ Face to Face ☐ Online ☐ Study Abroad  
☐ Hybrid, specify approximate amount of on-line and face-to-face instruction \_\_\_\_\_

11. Course(s) to be deleted from the catalog once this course is approved. ☐ None \_\_\_\_\_

12. **Equivalent course(s):** ☐ None \_\_\_\_\_

a. **Are students allowed to take equivalent course(s) for credit?** ☐ Yes ☒ No

13. **Prerequisite(s):** Candidates will have completed SPE 2000, 3000, 3100, 3200, 3201, 3600, 3700, 4600, 4700, and 4800 with a “C” or better with a cumulative grade point average of 2.5 or better.

a. **Can prerequisite be taken concurrently?** ☐ Yes ☒ No

**b. Minimum grade required for the prerequisite course(s)?** A minimum grade point average of 2.5 or better is required to commence this internship\_\_

**c. Use Banner coding to enforce prerequisite course(s)?** \_\_x\_\_ Yes \_\_ No

**d. Who may waive prerequisite(s)?**

\_\_ No one \_\_X\_\_ Chair \_\_ Instructor \_\_ Advisor \_\_ Other (specify)

**14. Co-requisite(s):** \_SPE 4910 and SPE 4741 (3)\_\_\_\_\_

**15. Enrollment restrictions**

**a. Degrees, colleges, majors, levels, classes which may take the course:** \_\_ Restricted to Special Education Majors \_\_\_\_\_

**b. Degrees, colleges, majors, levels, classes which may not take the course:** \_\_\_\_ Any non-Special Education Major \_\_\_\_\_

**16. Repeat status:** \_X\_\_ May not be repeated \_\_ May be repeated once with credit

**17. Enter the limit, if any, on hours which may be applied to a major or minor:** \_\_\_\_

**18. Grading methods:** \_\_ Standard \_\_X\_\_ CR/NC \_\_ Audit \_\_ ABC/NC

**19. Special grading provisions:**

\_\_ Grade for course will not count in a student's grade point average.

\_\_ Grade for course will not count in hours toward graduation.

\_\_ Grade for course will be removed from GPA if student already has credit for or is registered in:

\_\_\_\_\_

\_\_ Credit hours for course will be removed from student's hours toward graduation if student already has credit for or is registered in: \_\_\_\_\_

**20. Additional costs to students:**

Supplemental Materials or Software \_\_\_\_ N/A \_\_\_\_\_

Course Fee \_\_ No \_X\_\_ Yes, Explain if yes: \$200.00 for 9 hours supervision

**21. Community college transfer:**

\_\_ A community college course may be judged equivalent.

\_\_X\_\_ A community college may not be judged equivalent.

Note: Upper division credit (3000+) will not be granted for a community college course, even if the content is judged to be equivalent.

## **Rationale, Justifications, and Assurances (Part I)**

1. ☒ X Course is required for the major(s) of Special Education, Non-Licensure  
☐ Course is required for the minor(s) of \_\_\_\_\_  
☐ Course is required for the certificate program(s) of \_\_\_\_\_  
☐ Course is used as an elective
2. **Rationale for proposal:** The field of special education encompasses hospitals, agencies, and schools that provide services to individuals with disabilities and their families. The current special education program options result in licensure to teach in special education while not all graduates or prospective majors truly want to teach. Some prospective majors and enrolled major's career goals include employment not by schools but rather by agencies, such as: Special Olympics, residential facilities, group homes and non-educational services and programs for families and young children and adults with disabilities. Providing a non-teaching avenue to graduation would facilitate the career goals of majors who do not aspire to provide educational services in school settings. This internship course will provide candidates the opportunity to participate in a meaningful on-going way in non-teaching settings providing programs and services to individuals with disabilities.

### **3. Justifications for (answer N/A if not applicable)**

Similarity to other courses: N/A

Prerequisites: Candidates require the content specific knowledge and skills provided in the specified prerequisite courses (SPE 2000, 3000, 3100, 3200, 3201, 3600, 3700, 4600, 4700, and 4800) to be successful in this capstone course.

Co-requisites: This sequence of courses (including SPE 4910, SPE 4911, and SPE 4741) constitute the capstone experiences for candidates and therefore must be taken co-requisitely.

Enrollment restrictions: Enrollment is restricted to Special Education majors with a 2.5 or higher grade point average as all other candidates would not have the prerequisite knowledge and skills required to be successful in this course.

Writing active, intensive, centered: N/A

### **4. General education assurances (answer N/A if not applicable)**

General education component: N/A

Curriculum:

Instruction:

Assessment:

## 5. Online/Hybrid delivery justification & assurances (answer N/A if not applicable)

Online or hybrid delivery justification: N/A

Instruction:

Integrity:

Interaction:

### **Model Syllabus (Part II)**

Please include the following information:

1. Course number and title: SPE 4911 Internship (Arr-Arr-8)
2. Catalog description: A field experience to include full-time assignment to an established agency providing services to individuals with disabilities. Prerequisites: SPE 2000, 3000, 3100, 3200, 3201, 3600, 3700, 4600, 4700, and 4800 with a “C” or better with a cumulative grade point average of 2.5 or better. Co-requisites: SPE 4910 and SPE 4741 (3), Independent Study

### 3. Learning objectives.

Learning Objective	Undergraduate University Learning Goals
1. Candidates will gather data and research for the purposes of developing a plan of action on a specific area of need in programming and services for individuals with exceptionalities across the lifespan.	CT-1 & 2, WR-6, QR-1-3, 5, GSLG 1-4
2. Candidates will synthesize research, data and content knowledge to write a well-constructed plan for change including a timeline for changes in services or programming for individuals with exceptionalities across the lifespan.	CT-1-6, WR-1-7, QR-4; GSLG 1-4
3. Candidates will write, a well-developed, grammatically correct and engaging brochure for their intern site or some aspect of programming or services provided through their intern site.	CT-2, WR-1, 3-4; GSLG 3
4. Candidates will reflect on their weekly experiences, strengths and areas of need, and collaborative activities to help them understand their role as a professional.	CT-1-2, 5, WR-1, 3-4, RC-1; GSLG 2 & 3
5. Candidates will develop and present a final culminating presentation sharing their experiences as well as identifying areas of future growth.	CT-1,2,4,6, WR-1-4, SL-1-5, RC-3; GSLG 1-3
6. Candidates will meet the professional dispositions and requirements set forth by the program and by their site supervisor as evaluated through a clinical practice	CT-1-6, WR-1-7, SL-1-5, QR-1-5, RC-1-3; GSLG 1-3

evaluation completed by university and site supervisor.	
7. Graduate Candidates will research and develop a resource guide for future employees within their intern organizations. This guide may include relevant evidence-based practices, related and supporting organizations, important forms, possible grants available, etc.	GSLG 1-4

4. Course materials.

Candidate and the “Internship Supervisor” will identify resources and reading appropriate to the given internship setting.

5. Weekly outline of content. Each “internship” and the “content” will be unique to the given non-teaching setting. Candidates will complete 8 weeks full-time in their assigned site. The site to which a candidate is assigned will be specific to their desired area of community and agency future employment.

6. Assignments and evaluation, including weights for final course grade.

Assignment	Undergraduate Weights (%)	Graduate Weights (%)
Program Evaluation including Needs Assessment	20%	20%
Data Based Plan with Implementation Timeline (Based on Data from Needs Assessment)	20%	20%
Marketing/Informational Brochure	10%	5%
Weekly Journal with Guided questions	20%	15%
Weekly Collaboration and Activity Log	20%	15%
Culminating Presentation	10%	5%
Resource Guide*	---	20%
Performance Evaluation by University and Site Supervisors	P/F	P/F

\*Graduate Assignment Only

7. Grading scale.

Credit/No Credit

## 8. Correlation of learning objectives to assignments and evaluation.

Objective	Program Evaluation (20%/20%)	Data Based Plan (20%/20%)	Brochure (10%/5%)	Journal (20%/15%)	Collaboration Log (20%/15%)	Culminating Presentation (10%/5%)	Performance Evaluation (P/F; P/F)	Resource Guide (---/20%)
Learning Objective 1  CT-1 & 2, WR- 6, QR-1-3, 5, GSLG 1-4	X						X	
Learning Objective 2  CT-1-6, WR-1- 7, QR-4; GSLG 1-4	X	X				X		
Learning Objective 3  CT-2, WR-1, 3- 4; GSLG 3			X				X	
Learning Objective 4  CT-1-2, 5, WR- 1, 3-4, RC-1; GSLG 2 & 3				X	X			
Learning Objective 5  CT-1,2,4,6, WR-1-4, SL-1- 5, RC-3; GSLG 1-3					X	X		
Learning Objective 6  CT-1-6, WR-1- 7, SL-1-5, QR- 1-5, RC-1-3; GSLG 1-3					X		X	
Learning Objective 7  GSLG 1-4								X

**Date approved by the department or school: 12/15/18**

**Date approved by the college curriculum committee: 1/28/19**

**Date approved by the Honors Council (*if this is an honors course*):**

**Date approved by CAA: 2/21/19 CGS:**